

VILLAGE OF OSCEOLA
REGULAR BOARD MEETING PROCEEDINGS
November 9, 2022

The Village of Osceola met for a Regular meeting on November 9, 2022, at Village Hall. Village President Jeromy Buberl called the meeting to order at 6:01 pm.

Present: Jeromy Buberl, Van Burch, Bill Chantelois IV, Bruce Gilliland, Brad Lutz, Deb Rose, Holly Walsh
Staff present: Frank Pascarella, Frances Duncanson, Carie Krentz, Paul Elfstrom, Ron Pedrys, Todd Waters, Rick Caruso, Shelby Friendshuh, and Joey Cutts
Others present: Nealy Cochran, Ruth Sattler, Elijah Rasmussen, Brandon Koehler, Jeff Engel, Arvid & Jane Maki, and Trish Thompson

Motion by Lutz and seconded by Rose to approve the agenda with a move of agenda item 6c to after agenda item 12.

Ayes-7 Nays-0 Motion carried

Motion by Rose and seconded by Walsh to approve the minutes of the Regular meeting dated October 11, 2022, Special meetings dated October 18, 2022, and dated October 24, 2022.

Ayes-7 Nays-0 Motion carried

Public input and ideas (Limit 5 minutes per speaker)

Jeff Engel from Chisago City, MN gave a quick update on the proposed Ice Park project.

Reports: Staff reports

Public Works-Waters: Dept. has been doing a lot of sweeping, and appreciates working with other municipalities in sharing equipment. PW is gearing up winter public safety. Went over all the items the department work on in October, which include brush leaf pickup and continuing filling pot holes. Still looking for skid steer and chase. Equipment stored and ready to go for spring. Winterizing Oakey Park for season as well.

Utilities-Caruso: Finished the tower, fixed up and painted. Micro cracking found in the inspection and working on getting estimate to get it fixed. Fire hydrant on 2nd avenue and took a while to get parts to fix it, and just got the parts.

Library-Friendshuh: October was her first full month back. Worked on organization and office clean up. 4,000 circulation – getting close to pre-covid times – trying to get back up to 5,000. 197 new items and events and participation have had good success with more and more people coming. Rebekah’s story time is very successful with new participants. Curt Strutz event had lots in attendance along with implementing quilt display being put up. Mr. Licky has a respiratory infection and is getting meds daily.

Fire-Elfstrom: 14 runs total, 10 in Village, 4 Town of Farmington which consisted mainly of a lawn fire, 9 lift assists, a structure fire. Tour industries during this time of year. Lakeland being hooked by the end of next week.

Building Inspection-Pascarella: There were nine permits with \$784,742.00 in estimated new value for October. Also stated there have been 82 total permits this year with a total value of \$7,057,932.75.

Administration-Pascarella: Election went well. General operating budget. Meeting with Gaughan developers and went through the process of what to follow to move their project forward. Keeping in touch with them on that matter.

Police-Pedrys: October was a quite month. Polaris invited them to tour their operation. Halloween went well with lots of people out and about. Joseph Hadro plead guilty on the homicide that took place earlier this year. November 18th & 25th are coffee with an officer this month. Lutz asked them to reach out to PTA to organize something to clean up candy wrappers on November 1st for the following year.

Chamber of Commerce/Mainstreet Sattler: Chamber Director was absent due to attending a tourism conference.

Chamber has been busy this month, welcomed new board member, Kyle Merry from Bend Tech. Two new business were added in October. Two new committees – membership committee & development committee (bringing in revenue). Went over what they are doing to promote website. Started using ARPA funds – banner and sign.

Other business – discussion and possible action re:

Department of Public Works Snow Removal Contract

Seeking approval for snow removal contract. Legally posted and J & S was the only submittal. Splitting Municipal building and rest of the village. The submittal includes both areas and based on 12 snow removals. Commitment to the downtown district – spend a lot of money to keep up on this. 2” less just roads and 2” or more it includes sidewalks. Spends close to \$100K for snow removal for the entire village.

Motion by Burch and seconded by Gilliland to approve the snow removal contact with J&S General Contracting for \$17,600.

Ayes-7 Nays-0 Motion carried

Department of Public Works Uniforms

Noticed trend over the past 5 years. The department is not utilizing these services due to weather changes, etc. Department is going over budget annually by at least \$600. Met with PW committee on 09/23/22. The department will continue to be uniform with each other. Respectively requesting a one-time payment \$1,000 to each employee, which includes boot allowance, so they can purchase the items that works for each of them.

Motion by Walsh and seconded by Burch to approval the PW uniform proposal as presented.

Ayes-7 Nays-0 Motion carried

Resolution #22-07 “Resolution Approving Creation of a Business Improvement District (BID) and Adoption of the Initial Operating Plan for the District”

Brandon Koehler met with atty and got all issues cleared up and submitted to board. Ready to move forward. Several board members asked questions and discussion took place.

Burch stated concerns of small businesses, some being established while others are just starting. Concern about the extra burden this will cause to some of these businesses. Clarification was brought up that valuation is based on their building value not business value.

Motion by Rose and seconded by Gilliland to adopt Resolution #22-07.

Ayes – Buberl, Walsh, Rose, and Gilliland Nays – Chantelois, Burch and Lutz Motion carried

Went over who will make up the board members for the BID Board which are as follows: Brett Harvey, Cascade Nutrition, Brandon Koehler, Dick’s Fresh Market, Jane Make, Coming Home, Tim Pauley, The RiverGroup Financial, Eli Rasmussen, The Watershed Café, Deb Rose, Village Board Representative, Jessica Robinson, River Bluff Escape Salon, Trish Thompson, Studio A Salon, Jessi Krueger, MainStreet/Chamber Director (temporary) and an open seat.

Motion by Gilliland and seconded by Buberl to approve BID district board as presented.

Ayes-7 Nays-0 Motion carried

Clarification of Effective dates to Employee Handbook

Vacation schedule and sick time to begin on 01/01/23.

Motion by Lutz and seconded by Burch to clarify adopt of vacation and sick time schedules starting 01/01/23 and the rest to start immediately.

Ayes-7 Nays-0 Motion carried

Clerk Retirement

Duncanson informed the board of options to be her last day at village, 12/29/22 with vacation paid out or 12/13/22. Also stated to have ½ sick time used to pay cobra dental premium.

Lutz stated that she has done a great job. The consensus was her last day of work would be 12/21/22.

2023 Budget Considerations

Pascarella passed out a handout and went over a quick review of Monday's meeting. Further research couldn't be done in time for meeting but has calls into engineering and storm water utility options. Referendum could be done for April but would be hard to get it done for February.

Proposed budget has a \$136,581 deficit. Discussion took place of other revenue sources: licenses & permits, cable franchise fee, fund balance, transfer in-water and in expenses, eliminate Police Lt position, PW position, legislative, police, street signs, parks, economic development.

Board members continued the discussion of options in deciding how to cover the deficit. How to sustain this amount going forward to find funds to get new positions. Comment was made that budget needs 12-month process not a few months – 2023 need to figure out root of these issues and fix them.

Motion by Gilliland second by Burch to implement increase and decrease shortfall on worksheet with ARPA funds in making up shortfall \$136,581. Repay ARPA funds out of TID funds that will closed 2024.

Roll call vote: Ayes: Buberl, Burch, Chantelois, Gilliland, Lutz, Rose, Walsh Nays-0 Motion carried

Permits and Licenses:

Motion by Lutz and seconded by Gilliland to approve a Temporary Class B Beer License to Natural Heritage Art Centre at 213 No. Cascade St.

Ayes-7 Nays-0 Motion carried

Motion by Rose and seconded by Gilliland to approve Operator Licenses for Alyssa Anderson, PYs, Carol Ann Baker, Dick's Fresh Market, Michael Halstrom, Dick's Fresh Market and Danielle Rick, Dick's Fresh Market.

Ayes-7 Nays-0 Motion carried

Motion by Rose and seconded by Walsh to approve both Special Event permits, one for Winter Solstice at Natural Heritage Art Centre LLC, Jessica Manderfeld at 213 No. Cascade on December 21st, 2022, change of date on agenda from November to December. And the other Light-Up Osceola, Brett Harvey at Mill Pond Park on December 3rd, 2022.

Ayes-7 Nays-0 Motion carried

Motion by Rose and seconded by Buberl to approve Board, Committee, Commission and Agency Reports:

- | | | |
|-----------------------|--------------------|--|
| a) Library Board | September 8, 2022 | (Commission approved October 13, 2022) |
| b) Admin & Finance | October 7, 2022 | (Committee approved October 14, 2022) |
| c) Airport Commission | September 19, 2022 | (Commission approved October 10, 2022) |
| d) Airport Commission | October 10, 2022 | (Commission approved October 17, 2022) |
| Ayes-7 | Nays-0 | Motion carried |

Motion by Walsh and seconded by Chantelois to approve vouchers payable.

Ayes-7 Nays-0 Motion carried

Break at 7:56 pm, resumed meeting at 8:02 pm.

Motion by Lutz and seconded by Gilliland to go into closed session proceedings at 8:03 pm pursuant to Wisconsin Statute §19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or to conduct other specified public business, for competitive or bargaining reasons. This pertains to The Wisconsin Milkhouse property at 103 N. Cascade St and Gaughan Companies Osceola Bluffs proposed development.

Roll call vote: Ayes: Buberl, Burch, Chantelois, Gilliland, Lutz, Rose, Walsh Nays-0 Motion carried.

Motion by Lutz and seconded by Gilliland to come out of closed session proceedings at 8:30 pm.

Roll call vote: Ayes: Buberl, Burch, Chantelois, Gilliland, Lutz, Rose, Walsh Nays-0 Motion carried

Motion by Lutz and seconded by Rose to accept settlement agreement presented by LME Enterprises.

Ayes-7 Nays-0 Motion carried

Lutz presented a press release that was reviewed by all board members and ok with releasing it.

Cascade Falls Staircase Replacement/Removal

Waters is looking for possible discussion on overall placement/removal of staircase. Needs to know about legal notices, initial costs and working the State and County on project. He is looking to start the process with public notices, look and options.

Motion by Buberl and seconded by Gilliland to approve memo and plan to move forward with research on possibilities of waterfall stairs.

Ayes-7 Nays-0 Motion carried

Future agenda items and updates There were none.

Buberl wanted to say thank you to all the election works. President Buberl adjourned the meeting at 8:53 pm.

Respectfully submitted by

Carie Krentz